

**BUREAU FOR PRIVATE POSTSECONDARY AND VOCATIONAL EDUCATION**

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**DEGREE GRANTING INSTITUTIONS****Change of Name of Institution****No Fee Required****FOR OFFICE USE ONLY**

Date Received:

Code:

SAIL application #:

Instructions: Submit this form for the proposed change to the name of the institution. Include the appropriate documentation, as required by the California Education Code and the Bureau (see below). A written determination will be made by the Bureau.

School Name

School Code

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Physical Address

Telephone Number

City

State

Zip Code

()

Mailing Address (if different)

Telephone Number

City

State

Zip Code

Website URL and E-mail Address (if applicable)

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Contact Person

Telephone Number

Proposed Name of Institution

**TITLE 5, CALIFORNIA CODE OF REGULATIONS
DIVISION 7.5, PRIVATE POSTSECONDARY EDUCATION**

The California Code of Regulations is available to view online at www.oal.ca.gov. The California Education Code (Reform Act) is available to view online at www.dca.ca.gov/bppve. Copies are also available from the Bureau. For more information, please contact the Bureau at (916) 574-7720.

Section numbers in parentheses () indicate regulations relating to out-of-state,
degree-granting institutions.

“Council” in the following paragraphs refers to the Bureau.

CHAPTER 1, ARTICLE 9. Section 71630 (72570). Process for Change of Name.

An institution shall not change its name or use another name unless the institution applies for, and the Council approves a change of name pursuant to the procedure established in Article 4 (commencing with Section 73550) of Chapter 4 of Division 7.5 of Title 5 of the California Code of Regulations.

CHAPTER 4. ARTICLE 4. Section 73550. Application for Approval to Change Name.

An institution shall notify the Council 30 days in advance of any change in its name.

CHAPTER 5, ARTICLE 4. Section 74150. Use of the Term “University”

- (a) For the purpose of this section, “university” means an institution of higher education that confers master’s or doctor’s degrees upon the completion of programs of graduate or professional study and that may also confer bachelor’s degrees upon the completion of programs of undergraduate study.
- (b) After the time period prescribed in subdivision (c), no institution shall use the word “university” in its name or in connection with a description of itself or its educational programs unless (1) the institution is a university as defined in subdivision (a) or (2) the institution uses other words in conjunction with “university” to prevent the use of “university” from being deceptive or misleading in any manner.
- (c) This section applies to institutions established after the effective date of the section and to all other institutions after January 1, 1993.

CALIFORNIA EDUCATION CODE TITLE 3

CHAPTER 7, ARTICLE 6. Section 94832. Prohibited Contract Solicitation Statements and Practices.

- (g) No institution shall use a misleading name in any manner implying any of the following:
 - (1) The institution is affiliated with any government agency, public or private corporation, agency, or association.
 - (2) The institution is a public institution.
 - (3) The institution grants degrees.

Attach additional sheets for the appropriate signatures if necessary.

Signature of Owner, or Chief Executive Officer and each owner of 10% or more stock, or if

If the institution is a nonprofit corporation: Signature of each member of the governing body of the Board of Directors.

Attach additional sheets for the appropriate signatures if necessary.

Certification: "To the best of my knowledge, the institution and each signatory comply with all applicable laws regarding the operation of the institution.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct."

Signature

Title

Date